



**MWH**  
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**To:** Project Team Members                      **Date:** 03/13/02  
**From:** Montgomery Watson Harza              **Reference:** 02/22/02 Bosque and Leon  
   Rivers Watershed Study Team  
   Meeting Notes  
**Subject:** Team Meeting Notes

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The following is a “final” copy of the meeting notes from the events and issues discussed during the team meeting held at MWH’s office in Dallas, Texas on February 22, 2002. The topics are organized in the same order as the meeting agenda, which is listed below.

**Attendees:**

United States Army Corps of Engineers, Fort Worth District (USACE) – Brian Condike, Wayne Elliott, Bryon Haney  
Brazos River Authority (BRA) - Mike Meadows, Rob Fuentes  
Montgomery Watson Harza (MWH) – Bruce Narloch, Ron Hartline, Brad Wolaver, Kartik Gandhi, Geoff Price, Steve Chesterman  
The Institute of Environmental and Human Health at Texas Tech University (TIEHH) – Dr. Todd Anderson, Dr. Phil Smith  
City of Killeen – Bruce Butscher  
City of Waco – Rick Howard

**Agenda:**

1. Welcome and Housekeeping
2. Corps of Engineers
  - Progress report
  - Laboratory validations
  - WWTP Sampling
3. Texas Tech
  - Progress Report
4. Montgomery Watson
  - Progress Report
  - Conceptual Site Model (CSM)
  - GIS Review
5. New Business
6. Next Meeting
7. Adjourn

### **1) Welcome and Housekeeping**

Welcome and introduction of meeting attendees.

### **2) Corps of Engineers**

- Mr. Condiike thanked everyone for attending the CSM meeting the previous day.
- Mr. Elliot stated that the administrative end (project reporting and website update) of MWH's contract had been extended through 12/31/02.
- Mr. Haney indicated that he had requested GIS spatial data of NWIRP from the Navy/EnSafe and that they would be providing him with the data soon.
- Mr. Haney commented that the current GIS system includes Lake Belton and Lake Waco, but is missing significant data between the two lakes. Mr. Haney also commented that he would try to acquire additional GIS data (including geology and lithology) from EnSafe in Memphis, when he visits them in the near future.
- Mr. Meadows commented that BRA is now sampling inflows and outflows from the McGregor wastewater treatment plant and upgradient from the plant in the receiving stream.
- Mr. Smith commented that TIEHH would like to sample the stream between the treatment plant outfall and NWIRP site boundary, but that they require site access permission from Texas A&M University. BRA will assist in obtaining access to this area.
- Mr. Condiike mentioned to Dr. Anderson and Dr. Smith that he would like TIEHH's laboratory to be "inspected" by USACE Center for Expertise, to make sure QA/QC procedures are sufficient. Mr. Condiike would like the Center for Expertise to visit the lab and write a report, in lieu of a USACE official certification. As part of this visit, TIEHH's lab's Standard Operating Procedures and Operation Manual would be reviewed. In addition, standard samples may also be sent to TIEHH from USACE for analysis.
- Dr. Anderson expressed concern with this request, because he did not want to be distracted from the sampling effort by an onerous validation process, but he agreed to a limited general inspection of the laboratory.

### **3) Texas Tech**

- Dr. Anderson discussed new sampling data for thyroid histology, follicles, and fish. The sampling indicated that thyroid follicle size increases, as would be expected, due to perchlorate exposure. TIEHH's future analyses will include the bird, fish, and small mammals that were collected in January.

### **4) Montgomery Watson Harza**

- Mr. Hartline thanked everybody for attending the CSM meeting. He also reported that the project website had been updated to accommodate an older browser (Microsoft Internet Explorer 5.0).

*Copies of the "Task 1- Determine Applicable Data Themes" and "Task 2 – Needs Assessment" draft reports were handed out to all attendees.*

*Mr. Chesterman then gave a presentation going over these reports in detail.*

- Mr. Condiike stressed that the GIS system, being developed, would be solely for this project. He stated that he did not want too much time being lost to make the GIS system useful for future projects. This was due to the funding, which had been obtained from the Congress, being used solely for this study.

*The following are the action items decided:*

- Regarding Borehole Well Logs which were presented by the Navy/ EnSafe in hard copy format, the following action items were decided:
  - Determine if Navy / EnSafe have this data in a GIS Form – USACE
  - Scan paper records and attach to GIS Locations - MWH
  - Create a database with the following fields from the borhole logs (ID, Date completed, Groundwater elevation, Well screen) and enable viewing these parameters in GIS – MWH
- The ESRI GIS platform is to be adopted for this project.
- Purchase ESRI GIS related software and hardware for the project. USACE would check on the pricing and purchasing of software and would provide it as soon as possible.
- The Spatial Data System (SDS) data model would only be adapted for the development of data tables created specifically for this project. Existing GIS data shall not be converted to SDS data model format.
- USACE would follow up with the Navy/ EnSafe regarding periodic data updates, NWIRP plant GIS data and the lake sampling data (temperature, nitrate etc.).

#### **GIS SCHEDULE**

- Comments on “Task 1” and “Task 2” draft reports to be submitted to MWH by March 8, 2002

#### **NON-GIS SCHEDULE**

- MWH to complete and submit a draft scope of work (SOW) to the USACE by March 11, 2002.
- USACE to complete its review by March 18, 2002.
- USACE to issue delivery order by March 25, 2002.
- Comments on Draft CSM to be submitted to MWH by March 11, 2002.